



Parks & Recreation Advisory Board Minutes

July 19, 2023 at 5:30 p.m.

City Hall Commission Chamber
401 Park Ave, South
Winter Park, FL 32789

Board Members Present

Michael Perelman, Leah Bonich, Krystal Dawkins, Frank Baker, Robert Bendick (V), and Shannon Sarkarati (@ 5:38pm)

Board Members Absent

Craig Russell

1. Call to Order

Meeting Called to order by Chairman Perelman at 5:30 pm

2. Consent Agenda

a. Approve Regular Meeting Minutes - June 21, 2023

Motion made by Chairman Perelman, seconded by Frank Baker, to approve the minutes.
Motion carried unanimously.

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

There were no public comments

4. Action Items

a. Ordinance restricting smoking/vaping at City parks

Mr. Seeley, Parks & Recreation Director, presented the proposed ordinance change to the Board, asking for approval of the language prepared by the City attorney and on the infraction fee schedule as listed. Ms. Bonich, inquired if there are any exceptions to the ordinance and Mr. Seeley informed her that there would not be any exceptions. Chairman Perelman seeks clarification on the "Whereas" statements in the ordinance as well as for medically necessary items such as inhalers. Ms. Dawkins believes there would be a very small percentage of people being approached should they be using an inhaler in the park. Mr. Seeley assured the Board that the City would make sure the language reads uniformly.

Motion made by Chairman Perelman, seconded by Frank Baker, to approve the Ordinance change with the approved language clarification defining what qualifies as a vape. Motion carries 5-1 with Ms. Dawkins being opposed.

b. Winter Park Public Library Fee Waiver Request

Mr. Seeley presented the library's request and provided an aerial layout of the proposed festivities. Staff is recommending approval of a full fee waiver with the caveat that should any hard costs come into play, the Library will be responsible for covering those costs. Chairman Perelman inquired how the library will differentiate between those who have paid and those who have not. Jody Lazar, Community Engagement Leader, stated the event will not be fenced in however, after walking the park with City staff they identified three main entry points to the park at which they will station staff to check for event wristbands identifying those who have paid for entry to the event.

Chairman Perelman inquired if there would be any conflict approving the fee waiver since the Library is charging people to attend the event. Mr. Seeley stated he does not believe that poses an issue. Mr. Bendick inquired who would be responsible should there be any damages in and or to the park during the event. Mr. Seeley assured the Board that Winter Park Public Library and vendors for the event will need to be insured. The City extended the courtesy of waiving the deposit but does have the option to charge the Library for any damages incurred during their event.

Motion made by Chairman Perelman, seconded by Shannon Sarkarati, to approve the fee waiver request. Motion carries unanimously.

c. Winter Park Chamber of Commerce Fee Waiver Request for FY24 (Oct '23 - Sept '24)

Mr. Seeley presented the fee waiver request with the caveat that any hard costs would be covered by the Chamber of Commerce. Chairman Perelman requested the Chamber break the request into two categories: one pertaining to events that would benefit the City and community and one pertaining to events that solely benefit the Chamber. Stacy Cox, Director of Member Engagement, spoke on behalf of the Chamber stating that all of the events are connected to the City. The events are designed to show appreciation for its members and local business owners and she requests that the City continue to support the mutually beneficial events as they have in prior years. One member arrived at 5:38pm while voting was in progress for the first motion. The member was not present for the reading of motion or discussions and information provided prior to motions being made. A motion to approve the fee waiver for all events was initiated, but failed to pass with a 3-3 vote. The member arriving late voted No.

A brief conversation amongst the board members took place after the initial motion failed to pass, and board chair moved forward a motion for second.

Motion made by Chairman Perelman, seconded by Ms. Sarkarati, to approve a fee waiver for the Autumn Art Festival, Best of Winter Park, and the Christmas Weekend Events. All other events will receive a 50% fee waiver. Motion carries unanimously.

d. Strategic Plan - Facilities Section

Mr. Seeley reviewed the plan as it stands today and the Board felt there was a degree of vagueness and requested staff to tighten up the language and present it as an action item at the next regularly scheduled meeting. Board also requested additional clarification on items listed as “not complete” and suggested those items be listed as “in progress” or “not started”. Mr. Bendick inquired about the monochromatic signage being installed at City properties. Mr. Seeley explained that staff felt the new signage is more appropriate and in line with the aesthetics of Winter Park standards. Staff will make the changes requested by the Board and present the updated action item at the next regularly scheduled meeting.

5. Non-Action Items

6. Staff Updates

a. Project Update

Mr. Seeley presented the Board with a list of completed projects which included: Margaret Square Playground, Kraft Azalea Lodge and parking improvements, Dinky Dock parking lot improvements, and several items at the Winter Pines Golf Course (awning, driving range, golf cart fleet replacement, addition of GPD, transition to GolfNow’s newest software), and improvements at the Winter Park and Country Club patio

Capital Projects that are in progress include turf transition and Showalter East, Cady Way softball field conversion, Ward concession renovation, Ward Park pavilion replacement, Winter Park Pines ADA restroom and Outdoor patio, Mead Garden Internal Trails & Accessibility and pavilion, drainage improvements at Ward Baseball Field 7, replacement filter for the Cady Way pool, and the Pinewood Columbarium.

b. Department Budget Update

Mr. Seeley provided the Board with a copy of the budget presented to City Commission earlier this month. Mr. Seeley briefly reviewed the budget and planned capital projects including Cady Way Tennis Rebuild, Seven Oaks Park, Howell Branch Preserve Trails, WP Tennis Center soft court rebuild, MLK Community Playground and Unity Corner, and the Showalter Stadium Lighting Upgrade. The proposed fee schedule for FY24 will be brought before the PRAB at the August 16, 2023 meeting.

7. Board Comments

8. Upcoming Agenda Items

Playground Follow-up re: funds from possible tree farm sale, equipment options

9. Adjournment

The meeting was declared adjourned by Chairman Perelman at 7:09 pm

Minutes approved by the board on: 07/19/2023

/s/ Laura Halsey